###### Changes to Role(s), Responsibilities and Expectations for NEXT Appraisal Cycle

*Describe any changes to the manager’s responsibilities and related information for the next appraisal cycle. REMEMBER TO UPDATE THIS INFORMATION IF NEEDED DURING THE APPRAISAL CYCLE AND DISCUSS WITH THE MANAGER.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Indicate**  **Added or**  **Deleted** | **#** | Role(s) & Responsibilities  *Using the position description and other inputs, describe any changes to the manager’s roles and responsibilities for the next appraisal cycle.* | **Expected Results**  *Document expectations (include specific measures, work products, conduct, and/or time frames/deadlines where applicable).* |
|  | **1** |  |  |
|  | **2** |  |  |
|  | **3** |  |  |

**General Comments:**